

**Texas Education Agency  
Standard Application System (SAS)**

**2014-2016 Technology Lending Program Grant**

<b>Program authority:</b>	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	<b>FOR TEA USE ONLY</b> Write NOGA ID here:  <div style="border: 1px solid black; padding: 5px; transform: rotate(-90deg); transform-origin: center;">           2014 MAY -9 PM 12:04            RECEIVED CENTRAL OFFICE            TEXAS EDUCATION AGENCY         </div>
<b>Grant period:</b>	October 1, 2014, to August 31, 2016	
<b>Application deadline:</b>	5:00 p.m. Central Time, May 13, 2014	
<b>Submittal information:</b>	<b>Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address:</b> <div style="text-align: center;">             Document Control Center, Division of Grants Administration              Texas Education Agency              1701 North Congress Ave              Austin TX 78701-1494           </div>	
<b>Contact information:</b>	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

**Schedule #1—General Information**

<b>Part 1: Applicant Information</b>					
Organization name		County-District #	Campus name/#	Amendment #	
Milano ISD		166903	Milano High School/001, Milano Jr. High School/041		
Vendor ID #	ESC Region #	US Congressional District #		DUNS #	
1746001735	6	TX-17		035885714	
Mailing address			City	State	ZIP Code
500 North 5 <sup>th</sup> Street			Milano	TX	76556
<b>Primary Contact</b>					
First name	M.I.	Last name		Title	
Kevin	R	Terry		Director of Technology	
Telephone #	Email address			FAX #	
512-455-2533 x2060	kterry@milanoisd.net			512-455-9311	
<b>Secondary Contact</b>					
First name	M.I.	Last name		Title	
Stephanie	D	Gage		Business Manager	
Telephone #	Email address			FAX #	
512-455-2533 x2067	sgage@milanoisd.net			512-455-9311	

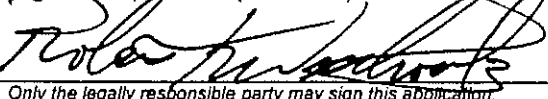
**Part 2: Certification and Incorporation**

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

**Authorized Official:**

First name	M.I.	Last name	Title
Robert	K	Westbrook	Superintendent
Telephone #	Email address		FAX #
512-455-2533	rwestbrook@milanoisd.net		512-455-9311

Signature (blue ink preferred) \_\_\_\_\_ Date signed \_\_\_\_\_



5/8/2014

Only the legally responsible party may sign this application.

701-14-107-063

**Schedule #1—General Information (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 3: Schedules Required for New or Amended Applications**

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 1: Required Attachments**

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

**Part 2: Acceptance and Compliance**

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

**Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.**

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the program guidelines for this grant.
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 3: Program-Specific Provisions and Assurances**☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the application is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 <sup>st</sup> year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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**Schedule #4—Request for Amendment**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 1: Submitting an Amendment**

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the [TEA Grant Opportunities](#) page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

**Part 2: When an Amendment Is Required**

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration [Grant Management Resources](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

**Part 3: Revised Budget**

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost ( %):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

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**Schedule #4—Request for Amendment (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 4: Amendment Justification**

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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**Schedule #5—Program Executive Summary**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Milano ISD is excited to be able to apply for the Technology Lending Program Grant for the students and their access to technology devices and electronic instructional materials at school and at their place of residence. Milano ISD is a small rural school in Central Texas that has an average student count of 425-430 for grades PK-12 and has shown signs of growth. The district consists of three campuses: Milano Elementary School, Milano Jr. High School, and Milano High School. For the purpose of this grant, Milano ISD is applying on behalf of our secondary campuses consisting of the Jr. High and High School grades 6-12.

Milano ISD understands the need for students to be able to access technology and have the needed Internet access available at home as well for certain projects. We feel the best way to implement this at our schools is with the use of iPad mini's and mobile hotspot devices for home Internet access. The district is already using Mac computers and the teachers have an iPad, so an iPad mini for the students fit right into the districts infrastructure and plans for technology integration.

Earlier this year Milano ISD reviewed the vision statement, mission statement, and strategic goals for the district to come up with a strategic plan that will guide the district for the upcoming years. The district is striving meet that plan and base any and all decisions with each in mind. For the purpose of this grant it ties in in so many ways and areas it seems like a great way for Milano ISD to meet and promote our school and vision.

Milano ISD's vision statement reads: "Inspiring, encouraging, and empowering our children to achieve excellence." The students of today learn in different ways than just a few years ago. Milano ISD will provide an iPad mini to each student in grades 6-12 with additional mobile hotspots on a checkout basis to meet the need of the home residential access. The district will use those devices as well as existing devices to aide in inspiring our students. Milano ISD will be able to encourage our students with 24/7 access to devices and instruction materials. Probably the most important portion, is that Milano ISD will be able to empower our students with devices in their hands to take control of their learning in ways they have not been able to up to this point, they will be able to create, present, and share to develop a cohesive learning community.

Milano ISD's Mission Statement reads: "Milano ISD, in partnership with parents and community, will enhance individual strengths of students to be responsible and productive in the 21<sup>st</sup> century." With the Technology Lending Program grant Milano ISD will work with our parents and community with their support of extending the classroom to the home environment and bring the learning into the living room as well as the classroom. We will ensure that our students are responsible in caring for their device and urge the parents to monitor the usage at home and teach the responsibility as well. Also, by being able to provide additional access in terms of devices and home internet use, Milano ISD will be able to guide the students to be productive in the 21<sup>st</sup> century by exposing them to the tools and technology needed to thrive in an ever-growing digital world.

Milano ISD also adopted 4 Strategic Goals for the district. Goal 1 reads: "Milano ISD will ensure the safety and security of students and employees." Most people read this as physical security, but it refers to online safety and security as well. Milano ISD understands the perils that our students face in the online/social world and train our students how to safely navigate those waters. The district will make sure that each student is taught and gain the knowledge of the digital citizenship TEKS and promote the safety those provide. Milano ISD will also take every precaution possible to ensure the safety and security of our students using devices by using content filtering on the devices as well as the mobile hotspots that will be available on a checkout basis.

Goal 2 reads: "Milano ISD will provide technology to promote student achievement." The Technology Lending Program grant will allow Milano ISD to provide access to technology devices 100% of the time for grades 6-12 with the addition of local funds set aside for technology devices. The grant will also provide the ability for home internet access for some of our students that currently do not have internet access at their residence. With the goal being to promote student achievement using technology, the district will be able to use a variety of methods to differentiate instruction for our students that have not been available before. Teacher will be able to flip the classroom, use learning management

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**Schedule #5—Program Executive Summary (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

systems for an online classroom, utilize electronic instructional materials provided by the textbook publishers or electronic materials the teachers deem as being the best way to fulfill the TEKS and meet all of the different learning modalities of our current students.

Goal 3 reads: "Milano ISD will provide facilities that enhance a positive learning environment." The grant will allow our students feel comfortable in the learning style they want, digital. We will be able to foster that positive learning environment at school and be able to extend the learning to their home as well with constant communication and support being possible. Milano ISD's current classrooms all have a projector that is tied to the teacher computer, but with the use of Apple TV's or Airserver that is in all of the classrooms, the students will be able to take control of their learning and share their device on the projector and they can lead the lesson for the time allowed. The possibilities are endless.

Goal 4 reads: "Milano ISD will recruit and employ highly qualified and effective staff." The district will continue with professional development to be able to implement the devices and electronic instructional materials into their current classrooms. Milano ISD will strive to make our teachers be the best they can be and reach our students. There is no one method of instruction that will work all the time, we do and will continue to use a variety of resources physical and electronic to meet and reach our students to make sure they achieve excellence.

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**Schedule #6—Program Budget Summary**

County-district number or vendor ID: 166903			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32					
Grant period: October 1, 2014, to August 31, 2016			Fund code: 410		
<b>Budget Summary</b>					
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$13,676	\$0	\$13,676
Schedule #9	Supplies and Materials (6300)	6300	\$62,370	\$0	\$62,370
Schedule #10	Other Operating Costs (6400)	6400	\$0	\$0	\$0
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$0	\$0	\$0
Total direct costs:			\$76,046	\$0	\$76,046
Percentage% indirect costs (see note):			N/A	\$0	\$0
Grand total of budgeted costs (add all entries in each column):			<b>\$76,046</b>	<b>\$0</b>	<b>\$76,046</b>
<b>Administrative Cost Calculation</b>					
Enter the total grant amount requested:					\$76,046
Percentage limit on administrative costs established for the program (15%):					× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:					\$11,406

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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**Schedule #8—Professional and Contracted Services (6200)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**NOTE:** Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Expense Item Description		Grant Amount Budgeted
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	\$
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	\$
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: <input type="checkbox"/> Salaries/benefits <input type="checkbox"/> Other: <input type="checkbox"/> Networking (LAN) <input type="checkbox"/> Other: <input type="checkbox"/> Computer/office equipment lease <input type="checkbox"/> Other: <input type="checkbox"/> Building use <input type="checkbox"/> Other: <input type="checkbox"/> Copier/duplication services <input type="checkbox"/> Other: <input type="checkbox"/> Telephone <input type="checkbox"/> Other: <input type="checkbox"/> Administrative <input type="checkbox"/> Other:	\$
a. Subtotal of professional and contracted services (6200) costs requiring specific approval:		\$

**Professional Services, Contracted Services, or Subgrants Less Than \$10,000**

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		<input type="checkbox"/>	\$
2		<input type="checkbox"/>	\$
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:			\$

**Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000**

Specify topic/purpose/service: Mobile Hotspot Service \$37.99 per month		<input type="checkbox"/> Yes, this is a subgrant
Describe topic/purpose/service: 20 devices, 18 months per device (summers excluded) @ \$37.99 per month		
<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
1	Contractor's payroll costs      # of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services	\$13,676
	Contractor's supplies and materials	\$
	Contractor's other operating costs	\$
	Contractor's capital outlay (allowable for subgrants only)	\$
Total budget:		\$

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 166903		Amendment number (for amendments only):	
<b>Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)</b>			
2	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
3	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
4	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
5	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 166903		Amendment number (for amendments only):	
<b>Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)</b>			
6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	<b>Contractor's Cost Breakdown of Service to Be Provided</b>		<b>Grant Amount Budgeted</b>
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		\$	
(Sum of lines a, b, c, and d) Grand total		\$	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Via telephone/fax/email (circle as appropriate)	By TEA staff person:

**Schedule #9—Supplies and Materials (6300)**

County-District Number or Vendor ID: 166903

Amendment number (for amendments only):

**Expense Item Description**

63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:					Grant Amount Budgeted  \$0	
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies			
	<input type="checkbox"/>	Postage	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:			
6399	<b>Technology Hardware—Not Capitalized</b>						
	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
	1	Tablet	iPad mini Tablet for Instruction	210	\$279	\$62,370	
	2	Case	iPad Protective Case	210	\$18		
	3						
	4						
	5				\$		
6399	Technology software—Not capitalized					\$0	
6399	Supplies and materials associated with advisory council or committee					\$0	
Subtotal supplies and materials requiring specific approval:						\$0	
Remaining 6300—Supplies and materials that do not require specific approval:						\$0	
<b>Grand total:</b>						<b>\$62,370</b>	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #10—Other Operating Costs (6400)			
County-District Number or Vendor ID: 166903		Amendment number (for amendments only):	
Expense Item Description			Grant Amount Budgeted
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:		\$
	<input type="checkbox"/> ESC-owned vehicle usage	<input type="checkbox"/> Other:	
	<input type="checkbox"/> Insurance	<input type="checkbox"/> Other:	
6411	Out-of-state travel for employees (includes registration fees)		\$
	Specify purpose:		
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.		\$
	Specify purpose:		
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations		\$
	Specify purpose:		
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees		\$
	Specify purpose:		
6429	Actual losses that could have been covered by permissible insurance		\$
6490	Indemnification compensation for loss or damage		\$
6490	Advisory council/committee travel or other expenses		\$
6499	Membership dues in civic or community organizations (not allowable for university applicants)		\$
	Specify name and purpose of organization:		
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
Subtotal other operating costs requiring specific approval:			\$
Remaining 6400—Other operating costs that do not require specific approval:			\$
Grand total:			\$

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See [TEA Guidelines Related to Specific Costs](#) for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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**Schedule #11—Capital Outlay (6600/15XX)**

County-District Number or Vendor ID: 166903

Amendment number (for amendments only):

**15XX is only for use by charter schools sponsored by a nonprofit organization.**

#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted
<b>6669/15XX—Library Books and Media (capitalized and controlled by library)</b>				
1		N/A	N/A	\$
<b>66XX/15XX—Technology hardware, capitalized</b>				
2			\$	\$
3			\$	\$
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
11			\$	\$
<b>66XX/15XX—Technology software, capitalized</b>				
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
18			\$	\$
<b>66XX/15XX—Equipment, furniture, or vehicles</b>				
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
23			\$	\$
24			\$	\$
25			\$	\$
26			\$	\$
27			\$	\$
28			\$	\$
<b>66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life</b>				
29				\$
<b>Grand total:</b>				\$

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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<b>Schedule #12—Demographics and Participants to Be Served with Grant Funds</b>																
County-district number or vendor ID: 166903										Amendment # (for amendments only):						
<b>Part 1: Student Demographics.</b> Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.																
<b>Total enrollment: 001 - HS - 134</b>																
<b>041 - JH - 90</b>																
Category	Number	Percentage	Category	Percentage												
African American			Attendance rate													
001 - HS	6	4.5%	001 - HS	96.7%												
041 - JH	4	4.4%	041 - JH	96.6%												
Hispanic			Annual dropout rate (Gr 9-12)													
001 - HS	18	13.4%	001 - HS	0%												
041 - JH	16	17.8%	041 - JH	N/A												
White			TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)													
001 - HS	106	79.1%		N/A												
041 - JH	69	76.7%														
Asian			TAKS commended 2011 performance, all tests (sum of all grades tested)													
001 - HS	0	0.0%		N/A												
041 - JH	1	1.1%														
Economically disadvantaged			Students taking the ACT and/or SAT													
001 - HS	64	47.8%		N/A												
041 - JH	45	50.0%														
Limited English proficient (LEP)			Average SAT score (number value, not a percentage)													
001 - HS	3	2.2%		N/A												
041 - JH	5	5.6%														
Disciplinary placements			Average ACT score (number value, not a percentage)													
001 - HS	9	6.3%		N/A												
041 - JH	5	5.5%														
<b>Comments</b>																
These values were taken from the 2011-2012 AEIS Campus Reports.																
Enrollment for grades 6-12 as of April 22, 2014 has grown to 257 and projected to be close to 265-270 for the 2014-2015 school year.																
<b>Part 2: Students to Be Served with Grant Funds.</b> Enter the number of students in each grade, by type of school, projected to be served under the grant program.																
School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total	
Public	0	0	0	0	0	0	0	25	35	35	50	40	45	40	270	
Open-enrollment charter school																
Public institution																
Private nonprofit																
Private for-profit																
<b>TOTAL:</b>	0	0	0	0	0	0	0	25	35	35	50	40	45	40	270	
<b>For TEA Use Only</b>																
Changes on this page have been confirmed with:								On this date:								
Via telephone/fax/email (circle as appropriate)								By TEA staff person:								



**Schedule #13—Needs Assessment**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 1: Process Description.** A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD is constantly reviewing current practices and the anticipated outcomes to determine our needs assessment. The district looks at current equipment inventories, PEIMS data, STAAR results, local benchmark results, PDAS evaluations and observations, STaR Chart data, eduphoria data, teacher/student/community surveys and other sources to determine our needs. The district's main goal is the success of our students so we are willing to do whatever it takes to prepare our students in the best manner we can. Administration meets on a regular basis to discuss upcoming projects, current issues, and anything the district can do to meet our goals set forth by the school board.

After reviewing all the items above. Milano ISD knows that the largest need we have right now is dedicated access to devices for the students to be able to interact and utilize all of the electronic instructional materials that are available to the district. Milano ISD has been preparing for a program like this in making sure that our infrastructure and bandwidth are robust enough to handle this type of project. Teachers have participated in professional development and are actively seeking materials that will reach each student in ensuring that we are covering all of the TEKS and showing growth in our testing scores. With additional professional development for our teachers and a 1:1 device ratio, we would be opening doors for the teachers to have any tool necessary to continue that growth with test scores and for our students to be responsible and productive in the 21<sup>st</sup> century.

Milano ISD also understands the need that not every student has internet access at home to be able to access some of the resources needed. The district needs to be able to provide that internet access with the highest need students having 1<sup>st</sup> priority. The majority of internet access can be available at school and with an iPad mini and apps/cached content most projects/assignments can be done at home without internet access at home, but there will be a time where it will be needed, and this grant will allow Milano ISD to provide enough mobile hotspots for an entire class to be successful at home.

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**Schedule #13—Needs Assessment (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 2: Alignment with Grant Goals and Objectives.** List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Milano ISD's highest priority need is to be able to provide dedicated access to mobile devices for the students at Milano Jr. High School and Milano High School.	Along with local funds already allocated for the upcoming school year the grant program would ensure that every student at the Milano Jr. High and High School campuses would have dedicated access to a mobile technology device to use in the classroom as well as their residence.
2.	Mastery of the TEKS as well as improvement with STAAR and EOC scores	The grant would help Milano ISD in addressing and mastering the Technology Applications TEKS as well as the TEKS for all other courses offered at Milano ISD with additional access for our students which will lead to increased STAAR and EOC test scores.
3.	Differentiating instruction	Milano ISD is quickly moving away from the traditional teacher led instructional model to a more student centered instruction model. A great teacher is a great teacher no matter if they are using pen and paper or flipping their classroom. The grant program would give our great teachers additional ways to differentiate their instruction and meet the different learning modalities of our students.
4.	Meeting the needs of non traditional learner	The students of Milano ISD and students everywhere are changing. They are not all the traditional learner of being able to listen to the teacher and complete the work. Students are now wanting to be in control of their learning with the teacher guiding them down the path to the desired outcome. With the award of this grant, Milano ISD will be capable of meeting the needs of all of our students.
5.	Residential Internet Access	After completing a survey, roughly 45% of our students do not have residential internet access. With the iPad mini devices, Milano ISD will be able to complete a lot of instructional material at school or at home without internet access, but the need will arise where internet is needed. The grant will be able to provide the necessary access at home when that need arises.

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**Schedule #14—Management Plan**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 1: Staff Qualifications.** List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Director of Technology	Masters Degree in Instructional Technology, Director of Technology for the last 12 years
2.	Director of Curriculum & Instruction	Masters Degree in Curriculum & Instruction, proficient in eduphoria, lead4ward, data analysis
3.	Secondary Principal	Milano ISD's secondary principal understands the need for student devices to increase our student success rate and is a strong advocate for instructional technology.
4.		
5.		

**Part 2: Milestones and Timeline.** Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	District will provide equitable access to a device and access to the internet as needed	1. Purchase iPad mini / mobile hotspots	10/01/2014	10/01/2014
		2. Prepare devices / devices available for checkout	10/10/2014	05/25/2015
		3. Year 1: End of Year Collection / Inventory	05/25/2015	06/25/2015
		4. Year 2: Devices available for checkout	08/01/2015	05/24/2016
		5. Year 2: End of Year Collection / Inventory	05/24/2016	06/24/2016
2.	Teacher Professional Development with Technology Integration Support	1. Year at a Glance documents / Lesson Planning	10/01/2014	08/31/2016
		2. Vertical alignment / Instructional focus documents	10/01/2014	08/31/2016
		3. Ongoing technology integration training	10/01/2014	08/31/2016
		4. Continuing Google Apps training	10/01/2014	08/31/2016
		5. My Big Campus training	10/01/2014	08/31/2016
3.	Data Driven Achievement	1. Use four state achievement indexes	10/01/2014	08/31/2016
		2. Unit/topic development	10/01/2014	08/31/2016
		3. Cross curricular instruction	10/01/2014	08/31/2016
		4. Develop technology curriculum	10/01/2014	08/31/2016
		5. Develop professional development	10/01/2014	08/31/2016
4.	Increased Student Achievement with Training for Students	1. 1:1 device to student ratio	10/01/2014	08/31/2016
		2. iPad care and use training	10/01/2014	08/31/2016
		3. Student Cyber Safety / Digital Citizenship training	10/01/2014	08/31/2016
		4. Response to Intervention for the students in need	10/01/2014	08/31/2016
		5. Tutoring when needed	10/01/2014	08/31/2016
5.	Differentiated Instruction	1. Ongoing professional development	10/01/2014	08/31/2016
		2. Student input	10/01/2014	08/31/2016
		3. Monitor, evaluate, observe the use of curriculum	10/01/2014	08/31/2016
		4. Parent/Community Involvement	10/01/2014	08/31/2016
		5. Administrative PDAS evaluations	10/01/2014	08/31/2016

**Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.**

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**Schedule #14—Management Plan (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 3: Feedback and Continuous Improvement.** Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The overall end goal of any school district should be to give students the knowledge and understanding to be successful and productive citizens in society. To aide in this process, Milano ISD is continually monitoring and assessing our current goals and objectives through a variety of ways.

The district uses data driven programs such as the eduphoria suite of programs and lead4ward to analyze TEKS data and progress measures to ensure that students are getting a firm grasp of the information and student improvement at all levels. Administration meets regularly and analyzes current data to identify any discrepancies and come up with a plan of action to address and correct any issues found. The Curriculum & Instructional Director and Principals discuss with staff members possible methods/actions to help in addressing these needs. The teacher is then held responsible to communicate with parents on any issue that a student may have and work with that parent to address the needs.

Milano ISD also uses a variety of other methods to communicate with parents, students and community members. The district utilizes the gradebook program, school website, web surveys, social media, parent notification phone systems, local media sources, Google calendar and learning management systems to keep all involved in the educational community highly informed and aware of the district's goals.

**Part 4: Sustainability and Commitment.** Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD is geared and ready for a successful implementation of the grant funds by having an infrastructure that should be able to handle the additional devices. We are already planning on obtaining a smaller number of iPad mini's that would allow for some tech lending to the students in a limited fashion, but if awarded the grant we will be able to provide a technology device to lend to the students 100% of the time and can then focus on more Internet access at home for grades 6-12.

Each year we will evaluate the effectiveness and what additional devices/instructional materials will help with the success of the program. Our current administration is onboard and willing to look at anything that will give our teachers an additional tool to reach our current students and maximize our teaching effectiveness.

We will ensure project participants remain committed by providing a quality device and instructional materials that they feel they can't live or teach without and the success of the program should blossom from there. Professional development is a continual process that allows teachers to gain new knowledge on a variety of methods that aide in the instructional delivery of material.

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**Schedule #15—Project Evaluation**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Part 1: Evaluation Design.** List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	State STAAR Indexes	1.	Increase in Student Achievement
		2.	Increase in Postsecondary Readiness
		3.	Closing the Performance Gaps
2.	Eduphoria Aware Testing	1.	Tracking Student Progress
		2.	Benchmarking Scores
		3.	Formal Unit Assessments
3.	Eduphoria Forethought	1.	Scope and Sequence / Year at a glance
		2.	Tracking of teacher planning and use of electronic instructional materials
		3.	Tracking TEKS taught
4.	Eduphoria PDAS	1.	Increased student centered instruction
		2.	Classroom management strategies
		3.	Evidence of critical, creative, or higher-order thinking
5.	Response To Intervention	1.	Focuses Instruction for increased learning
		2.	Progress based monitoring
		3.	Teacher feedback / formative assessments

**Part 2: Data Collection and Problem Correction.** Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD focuses on being a data driven district. The district saw a need for a position of Curriculum and Instruction Director to be able to stay on top of the data and help administration monitor and evaluate the data to make the most informed decision possible for the betterment of our students. The administration team consisting of the superintendent, campus principals, director of student services, director of curriculum & instruction and director of technology monitors the STAAR Accountability System / State Indexes (progress measures) utilizing programs such as Lead4ward, eduphoria Aware and Forethought, PEIMS data, PDAS data, RTI as well as any other method available to the district to monitor progress and then come up with a plan of action to address any areas of concern.

The same dedication and processes to being a data driven district will be used to ensure that this grant program will be implemented and delivered successfully. The use of technology and electronic instructional materials go hand in hand with the districts current focus on curriculum and instruction and will enhance our efforts in giving the students the best possible educational experience they deserve.

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**Schedule #16—Responses to Statutory Requirements**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Statutory Requirement 1:** Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD will use grant funds to implement a technology lending program in a multi-faceted approach in regards to funding of the program. We plan to use all grant funds to purchase the equipment and mobile hotspots for home Internet access consisting of iPad mini's, along with a protective cover and mobile hotspots provided by Verizon and/or AT&T. Any additional costs will be paid with local funds to ensure a successful implementation because we want to be able to stretch the funds as far as we can and provide enough equipment/access to be as successful as we can in our implementation. With the grant funds requested and the local funds already committed for next year we will be able to provide a 1:1 ratio for our students where we could lend them a device 100% of the time at school and home to extend the learning where it would be accessible 24 hours a day if needed. Many electronic classroom instructional materials can either be cached on the devices or not have a need for Internet access at home, but we know there will also be a need for home Internet use so we would also purchase 20 mobile hotspot devices from Verizon and/or AT&T where if a class project needed Internet access at home we would have enough mobile hotspot devices to check out for home Internet access for that entire class.

We have teachers in every foundation subject level that are ready to implement more electronic instructional material by flipping the classroom and/or PBL and are unable to do so on a regular basis at the current time due to a lack of equipment for students. With the cost of tablets dropping in price, the district feels that the iPad mini devices will meet the needs of our learners and give them the access they need to be successful and productive.

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**Schedule #16—Responses to Statutory Requirements**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**Statutory Requirement 2:** If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

At the current time Milano ISD does not have equipment for a technology lending program. The district has been working in preparation of such a program by increasing the speed and capacity of the infrastructure to be able to handle and ensure a successful implementation of a technology lending program and we feel that we are ready to move forward with that plan. At the current time Milano ISD has set aside funds for next year out of our local funds to purchase a small number of iPad minis that would be available to checkout on a limited basis, but with the award of the Technology Lending Program Grant Milano ISD would be able to ensure each student at Milano Jr. High School and Milano High School would have a dedicated technology device 100% of the time for the school year along with enough mobile hotspot devices for an entire class to have the necessary residential Internet access to complete that class assignment on an as needed, checkout process. Milano ISD's administration team has made the decision to purchase any technology devices out of local funds and to leave the Instructional Materials Allotment for only instructional materials that will help our students and teachers be successful. Between local funds for hardware, Instructional Materials Allotment for the needed electronic instructional materials, and the award of grant funds from the Technology Lending Program Grant, Milano ISD is ready to provide our students the devices, access, and support needed to thrive in this digital world we now live in.

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**Schedule #17—Responses to TEA Program Requirements**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 1:** Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD went through a systematic process of evaluating our existing Vision Statement, Mission Statement, and Strategic Goals for the district earlier this year. With guidance from Education Service Center Region VI, and multiple committee meetings that involved administrators, teachers, parents, and community members we developed a new vision statement, mission statement and strategic goals that define Milano ISD now and in the future.

Our new vision statement states: "Inspiring, encouraging, and empowering children to achieve excellence." How better to inspire, encourage, and empower a student than have access to technology where they can express themselves in a way they are most comfortable, digitally.

Our new Mission Statement states: "Milano ISD, in partnership with parents and community, will enhance individual strengths of students to be responsible and productive in the 21<sup>st</sup> century." By having a technology lending program we are able to enhance their strengths by extending learning from the classroom to their home environment.

We also developed 4 new Strategic Goals and Goal #2 states: "Milano ISD will provide technology to promote student success." This goal ties directly to the intent of the Technology Lending Grant and the vision of Milano ISD on what our students need to be successful in the world they are growing up in. We cannot expect all of our students to be able to bring their own device and provide Internet Access at home to be able to be successful in the digital classroom. If awarded the Technology Lending Grant, we will be that much closer to being able to provide our students what they need to be successful and achieve excellence.

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**Schedule #17—Responses to TEA Program Requirements**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 2:** Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD has chosen the secondary campuses, Jr. High and High School, as the campuses with the greatest need for technology lending to students for proper technology integration. Prioritizing is difficult because each and every student should have access to the tools needed to be successful in today's digital classroom. The secondary campuses at Milano ISD are at the age levels where there is a higher maturity level, as well as a responsibility level to care for and utilize a device in the classroom and at home. At this point in a student's education, teachers must expand upon prior knowledge gained from earlier experiences. In order for teachers to meet the many needs of the students in today's classroom, teachers must differentiate instruction by catering to the different learning modalities that exist because of today's technology.

For the students at Milano ISD to be successful, the district must follow the vertical alignment of the State of Texas has through the TEKS, Texas Essential Knowledge and Skills. These skills include a technology aspect and are vertically aligned to ensure that students have the proper background information so that students at the secondary level can produce thoughtful and high quality products. For the district to follow this vertical alignment, access to digital devices to the students are a necessity. At the secondary campuses, the technological and processing skills of the TEKS require more cognitive thinking process than at a lower grade levels. Students at this age have more cognitive processing skills. Thus, requiring students at the secondary campuses to have greater access to technology at school and at home on a regular basis.

Milano ISD completed a survey of residential internet access, and approximately 55% of the current MISD students have some sort of internet connectivity at their residence. By analyzing this data, more access to the internet is a priority. The district providing mobile hotspots can meet the need for more residential internet access. In order to prioritize the checkout process for a mobile hotspot, certain criteria must be met. Students with a status of economically disadvantaged will have a higher priority than students who are not. Students that have teacher approval for projects/assignments requiring internet access will have a higher priority. Students that have no current or limited internet access at home will have a higher priority than those students that have high bandwidth internet connection at their residence. A combination of these requirements will determine who will be able to check out the mobile hotspots for a pre-determined period of time.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 3:** Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

According to the Texas Education Agency, the Texas College Career and Readiness Standards and all TEKS require technology to be integrated into the curriculum to enhance the learning process. The TEKS are vertically aligned from the top down in all subject areas to ensure that students can correctly utilize technological concepts to effectively communicate for assignments and with their peers. Due to the limited funding, it is difficult for the district to meet these guidelines set forth by the State Board of Education and No Child Left Behind. Teachers at Milano ISD are currently meeting these needs through creative means while having limited access to technology for each student learner.

The State of Texas and the Federal Government has seen a technological need that must fulfilled. The classroom of old by itself can no longer meet these needs. Society, business and industry are changing at such a rapid pace that education must meet the needs of preparing students to enter the workforce and be critical thinkers. The same aspect is true of teachers. Educators must stay up to date on how to best reach the learners in their classrooms. In order for this to be accomplished technology must be available in this digital society.

To manage the need for success of the Milano ISD student, teachers will be properly trained through professional development and continuing education hours to understand the proper and effective way to utilize technology in the classroom. Teachers will be able to determine the proper use of technology during the class period. Teachers will gain the proper knowledge and have access through the purchase of proper software/applications to enhance the learning experience. The district administrators will construct a written set of guidelines in order to assist teachers in proper classroom management of technological devices during instruction. The guidelines will be consistent district wide so that student expectations are the same in every classroom and outside the instructional setting.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 4:** Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In the state of Texas, the TEKS and Texas College Career and Readiness Standards are the curriculums that must be followed. For this reason, there is no longer one supplemental curriculum resource that is a "silver bullet." Teachers must be trained in the newest ways to educate the ever-changing learning community. In order to accomplish this feat, teachers must be flexible and dedicated enough to outsource material beyond their district adopted curriculum resources. This entails finding new teaching materials, styles and strategies that can effectively communicate the information to the student learners in an engaging manner.

Currently Milano ISD is utilizing projectors, teacher iPads and Mac computers that allows for implementation of current electronic instructional materials. The MISD secondary campuses are currently using software programs/applications in a teacher facilitated fashion. These electronic instructional materials are integrated in the foundational core courses of ELAR, mathematics, science and social studies. The goal of the district is to transition from teacher-facilitated instruction to student-centered learning to ensure the students are taking ownership of their education. This type of instructional practice will produce more understanding and application of knowledge gained in the classrooms.

Milano ISD has used and continue to use a variety of digital instructional materials that include but are not limited to the following. Project Share courses during the summer for accelerated instruction in all foundational areas, as well as having a history lab for the current school year that utilized the US History course of Project Share. Biology, Chemistry, and Physics has used Sapling learning to extend and differentiate instruction. We use a combination of Reading Plus and Renaissance Place for ELAR. Jr. High has just started using iStation and Think Through Math. Core foundational tested subjects in grades 6-8 are also utilizing Study Island, and teachers are also using a variety of Web 2.0 tools, Google Apps for education, Teachertube, YouTube, Khan Academy, Discovery Streaming, and My Big Campus for our learning management system. The philosophy of the district is to use a variety of tools, whatever it takes, to teach the TEKS and ensure student understanding. At every new textbook adoption, Milano ISD is ensuring that the digital portion of the vendor selected will work on the devices we have chosen.

Milano ISD uses Mac computers and every teacher received an iPad this year to assist in the delivery of electronic instructional materials, which is why we feel the iPad mini is a good fit for us, it just makes sense. We have the current ability to display the iPad or teacher computer through the projector using Apple TV's or Airplay, this will also allow any student to take control and show their device to lead the instruction with the approval of the teacher. Each teacher also has the Docrer app where we can interact and use any instructional electronic material that is shown on the projector to help in the delivery and understanding of the material being presented.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 5:** Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Professional Development for teachers is an ongoing process that has and always will continue. Professional development has taken a shift in the past few years and is now more and more geared towards electronic materials used in the classroom. Our teachers have undergone self-paced technology courses from Eduhero, which is provided via Region VI on all forms of the Google tools available. They have gained basic foundational skills and have branched out on their own and some have attended the TCEA conference this year and we have other teachers that are registered for the tots and technology conference this summer on the integration of technology in the elementary classroom. We will utilize Eduhero again in future professional development opportunities during the school years as well as any other methods that will increase a teachers ability to reach our students.

Funds available to Milano ISD in regards to technology have been very limited in the past, but with new administration with a vision focused on digital learning and the future of our students, Milano ISD has finally caught up with basic infrastructure needs and are now poised to be able to start working on providing the technology necessary to meet our goal of providing technology to promote student achievement. Within the past year, we have finally been able to get projectors in every classroom and other teaching technology tools that have finally opened the door to allow for a more successful integration of technology into the classroom. By opening those same doors for technology to flow more freely, it has also opened the eyes of our teachers on what is truly possible with the integration of technology and with that is an eagerness to learn. That being said, our teachers are able to attend any professional development session that will increase their effectiveness whether in technology integration or just being a more successful teacher as they go hand in hand. A great teacher is a great teacher whether they are using a pen and paper, or integrating with technology. Technology integration is just another tool to make sure we can reach every student in a manner that they learn with.

**TEA Program Requirement 6:** Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Over the last two years Milano ISD has been working on it's infrastructure to prepare for a project just like the Technology Lending grant. Milano ISD has been able to upgrade its switched infrastructure to 1GB wired connections district wide with the ability to upgrade to 10GB between campuses and every switch is POE+ enabled to be able to power access points and security cameras.

Milano ISD also had a wireless infrastructure that provided basic coverage to most instructional areas with some areas that needed coverage and increased density. Milano ISD has purchased additional equipment to ensure the density and coverage needed for additional wireless devices that this grant could provide is available. This project will be completed this summer and ready to go for next year.

Bandwidth is always a concern with any educational entity. Milano ISD just finished a project that increased our bandwidth from 15MB to 50MB. We hope this amount will be sufficient for the next few years but we are always looking for more ways to increase our bandwidth at the school district. We knew that additional devices would be hitting our network one way or another and we have taken every step we can to make sure we are able to provide for the need and demand that our students will require in the near future.

Multiple MDM solutions have also been looked at and evaluated with the students and teachers in mind in what will meet the needs of everyone involved and give us the most flexibility in the future.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 7:** Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

A lot of thought and discussion has been put into this requirement. Being out in rural Texas there is not an easy way to get Internet Access at some of our student's homes. Our vision is that with most digital instructional materials that our teachers will use, there may not be a need to have Internet Access every night for every project. There are ways to cache certain materials needed and the students can work on that at home and upload them the next day when they come to school. There will be a need from time to time on certain assignments/projects that will need Internet Access at home. We started with a student survey and about half our students have Internet Access in one form or another at home, and most of them indicated that they were able to receive a cell signal strong enough to provide Internet Access through a cellular provider. Milano ISD has determined the best way to provide that is to be able to provide a mobile hotspot device with unlimited bandwidth on a checkout system as needed. Milano ISD has been in discussion with both AT&T as well as Verizon on a solution. Let's be honest, there are some students that will have a better AT&T cell signal while others will have a better Verizon signal or vice versa. If awarded the grant, we are looking into trying to provide devices from both providers to be better able to meet the needs of our students.

**TEA Program Requirement 8:** Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

For Milano ISD we look at this as a multiple approach to the added technical support that might be needed. The first step in any implementation would be training. I can foresee multiple large group trainings with the students and teachers going over setting up any new device, basics of running it, etc. The students will pick it up fast as they always do. After that the teachers would be the first line of defense in trying to troubleshoot any problems that might be occurring. Anything they cannot fix themselves would be passed on to the Technology Director for troubleshooting. The technology director is constantly checking email and will assist as much as he can via email any time during the day. Milano ISD has also been in discussion over that past few months on the possible addition of another technology staff member. The original thought was to add a full time technology person to assist with everyday technology related issues, but after much thought we feel that it is more important to look at the possibility of an Instructional Technologist. An instructional technologist would be able to provide more assistance for our teachers with the integration of technology and would also be able to provide additional tech support for any initiative we move forward with.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 166903

Amendment # (for amendments only):

**TEA Program Requirement 9:** Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD will administer the grant in a fair and equitable manner. With the award of the grant and local funds committed by the district, each and every student in grades 6-12 will have access to an iPad mini. We will check them out to the students as soon as everything is configured correctly and the students have completed the necessary training and filed the appropriate paperwork. Each student will have to demonstrate digital citizenship skills as well as agree to the Responsible Use Policy and Technology Lending Agreement. At the end of the school year or if a student leaves the district each student will check in their iPad mini for the summer and be re-issued the following school year. The Director of Technology will be responsible for the check in and check out of the iPad mini devices.

In regards to home mobile hotspots that are available for check out, the mobile hotspots will be entered in as an item in the library management system and checked in and out via that system. Since our library system is online and automated, we have the ability to have the librarian check them in and out, or find a responsible, involved teacher to log into the library system and check them in and out via their classroom computer. There will be a needs checklist and students with the highest need will be able to check them out first. That need will consist of economically disadvantaged status, teacher approval for internet access at home, and whether or not they have residential internet access or not. The students that meet all of those criteria will be able to check out a mobile hotspot for a 3 day period. In order to make sure that the hotspots are checked back in, the district will assess a fine for late check in as well as possible revoking computer privileges at school until the device is checked back in for the next student in need to be able to check it out.

The Director of Technology will oversee and maintain the devices to ensure they are in proper working order at all times. The students will be able to access a form on the school website to be able to report any damage and/or issues that need to be addressed. During the summer months, the devices will also be looked at and any maintenance performed on them that is needed.

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Amendment # (for amendments only):

**TEA Program Requirement 10:** Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All equipment will be inventoried and checked out to a student with the appropriate signatures and authorization on the Technology Lending Agreement and will be required to be checked back in at the end of the school year or earlier if the student moves, graduates or is removed for any other reason. If Milano ISD does not have enough devices for a dedicated check out process for the entire year, the district will check the equipment out through the automated library software, Follett Destiny to ease the check-in / out process and maintain the appropriate records needed.

At this time Milano ISD is planning on treating the iPad mini's in the same way we do textbooks. It is up to the student to take care and responsibility for that device and be responsible for any damage, theft, etc. that could occur. The district is looking into offering an optional insurance policy that the students can accept or decline.

**TEA Program Requirement 11:** Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Milano ISD understands the need for a Technology Lending Agreement. Most items are included in the district Responsible Use Policy that is included every year in the Student Handbook and reviewed annually by the school board. The Responsible Use Policy covers items such as usage policies, web access, email, social/collaborative content, media content, mobile devices policy, personally-owned devices, netiquette, personal safety, cyber bullying, examples of responsible use, limitations of liability, violations of the Responsible Use Policy and information on CIPA. Even with most all areas covered in the RUP, the technology lending agreement will be that extra assurance for the district that the students and parents are informed and will make responsible decisions in the care and use of the device and access that device will provide for them.

Before any device is issued or checked out to a student there will be certain items that will take place first. Each student and their parent or guardian will sign a form stating they will be responsible for the device(s) that are checked out to them and that they will use the internet for educational purposes utilizing the district's digital resources in a responsible manner. The agreement will contain examples of responsible use and know that it is a privilege that can be revoked at any time if responsible use is not exercised. Each student will also participate in a group training per grade level or per class that will go over Digital Citizenship to ensure they understand and have the knowledge required for the Digital Citizenship strand of the Technology Applications TEKS as well as reinforcing instruction throughout the school year on digital citizenship.

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